

STATE WORKFORCE INVESTMENT BOARD ONE-STOP DEVELOPMENT COMMITTEE

November 2, 2007

DRAFT MINUTES

Committee Members Present by Phone: Marty Copps, Chair; Mike DesRosier; Gail Richardson; Jeff Rupp; and Linda Woods.

Committee Members Absent: Dave Crum; Georgia Gibbs-Atkinson; and Keith Kelly

Staff: Leisa Smith; Chris Wilhelm, and Danielle Nettleton

Guests: Dawn Barrett; Gary Ellingson; and Marla Hagen

Welcome and Introductions

Chair Marty Copps called the meeting to order at 11:07 a.m. Danielle Nettleton took roll call and addressed housekeeping items. Chair Copps stated she would relax Roberts Rules of Order to allow informal discussion among members. She stated committee members who may have a conflict of interest are encouraged to participate in discussion, but will need to abstain from any action taken on one-stop recommendations.

Approval of Agenda

Chair Copps asked if there were any modifications to the agenda. The agenda was approved as presented by consensus.

Approval of Minutes

Chair Copps asked if there were any modifications to the July 26, 2007 minutes. The minutes were approved as presented by consensus.

One-Stop Recommendations

Rocky Mountain Front Workforce System

Leisa Smith reported that Rocky Mountain Front Workforce System has designated centers at the Job Service Workforce Centers in Cut Bank and Shelby. Gary Ellingson is the designated operator. The Rocky Mountain Workforce System serves Toole, Pondera, and the balance of Glacier County not served by the "Working Friends" One-Stop system. All criteria have been met and all agreements are in place. There is currently no collocation at either designated center. State Workforce Investment Board (SWIB) staff currently have 63% of required signatures on file, including all seven mandatory partners. The remaining 17% will be collected prior to recommendation for certification at the December 6, 2007 SWIB meeting. Alan Skari and Mike DesRosier are currently working with Rocky Mountain Workforce System staff to conduct site reviews.

Gail Richardson asked if there was a duplication of services in Glacier County. Ms. Smith explained that the Rocky Mountain Front Workforce System only provides services to the balance of Glacier County not served by the "Working Friends" One-Stop System. Chris Wilhelm clarified the "Working Friends" One-Stop System designated they would only serve Native Americans on the Blackfeet Reservation. Staff reviewed the business plan and is confident there is no duplication of services. Linda Woods asked if the hotelled partners visit both locations. Mr. Ellingson reported that all hotelled partners visit both centers on a monthly basis. He thanked the committee for the opportunity to present the Rocky Mountain Front Workforce System business plan.

Jeff Rupp made a motion to recommend certification of the Rocky Mountain Front Workforce System pending a successful site review and obtaining 80% of signatures. Ms. Richardson seconded the motion which carried unanimously.

Other Business

Ms. Smith reported the committee will need to review the current certification process and criteria, develop an appeals process, and establish the re-certification process prior to disbanding. Any remaining one-stop certifications and all re-certifications will be addressed by the Workforce Systems Committee. Staff plans to hold a face to face meeting sometime in the next few months.

Adjournment

With no further business, the meeting was adjourned at 11:29 a.m.